

FAST FACTS

Private School Programs

Parental Involvement in a Title I Private School Program

As educators, we understand the importance of parental involvement. Title I programs providing services to students in a private school setting have some very specific requirements that must be in place in regard to parental involvement. Below is a list of those requirements:

- Reservation of Funds – When a district reserves Title I funds for parental involvement activities, a proportional share of these funds must be made available for parental involvement activities that benefit the parents of private school Title I participants.
- Informing Parents of Student Eligibility – Title I programs must send a letter home, every year, informing parents that their child is eligible to receive Title I services. Parents must be given the opportunity to decline services. A signature is required if services are declined.
- The Annual Parent Meeting – A parent meeting must be held each year and documented with minutes. This meeting should give parents the opportunity to actively participate and have input into the Title I private school program. This meeting is most often held in the fall of the school year.
- Assessing Parental Involvement Component – At the end of each school year, Title I programs must assess the parental involvement aspect of the Title I program. The method of assessing parental involvement is a local decision. Most often, it is a survey sent home to parents. The idea is to give parents a chance to voice their feelings by asking them, “How are we doing?” or “What suggestions and recommendation do you have for improving the program?”
- Providing Opportunities for Training Parents – The Title I program must provide parents with opportunities to become partners with the school in promoting the education of their child at school and at home. This should include information about specific methods parents can use at home to complement their child’s education. This requirement could be evidenced by parent training sessions or workshops, copies of handouts and/or newsletters distributed to parents, and examples of information exchanged at parent-teacher conferences.
- Annual Review Meeting – This is a review of the entire Title I program (not just parental involvement), reflecting on what went well for the program year and what changes should be made in the subsequent year. Parents do not have to attend this meeting; however, they must be informed of the results of this meeting.
- Informing Parents of Student Progress – Some type of report must be sent home for parents reporting their child’s progress in the Title I program. This report may be sent home during conferences, with other report cards, or any other time a Title I teacher wishes to send it home. This report must be distributed minimally twice a year, preferably more often.

Here are a few reminders regarding parental involvement in private school Title I programs:

- All parental involvement activities must be designed in consultation with private school officials.
- Parental involvement activities must be designed and implemented to meet the needs of the parents of Title I participants—not the needs of either the LEA or the private school. Parents of Title I participants should receive training and materials to help them work with their children to improve their children’s achievement.
- Public and private school officials should not assume what parents want. Parents should be **asked** what they want and need to help their children achieve.

Contact Information

If you have questions regarding this Fast Facts, please contact:

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